



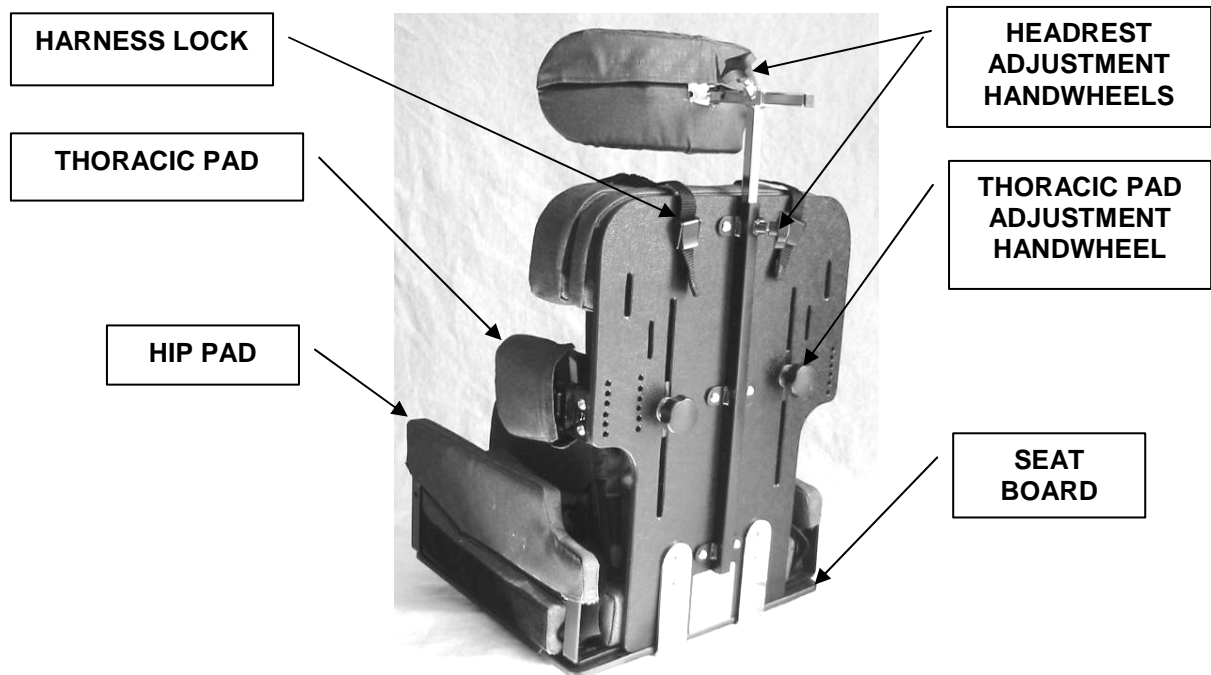
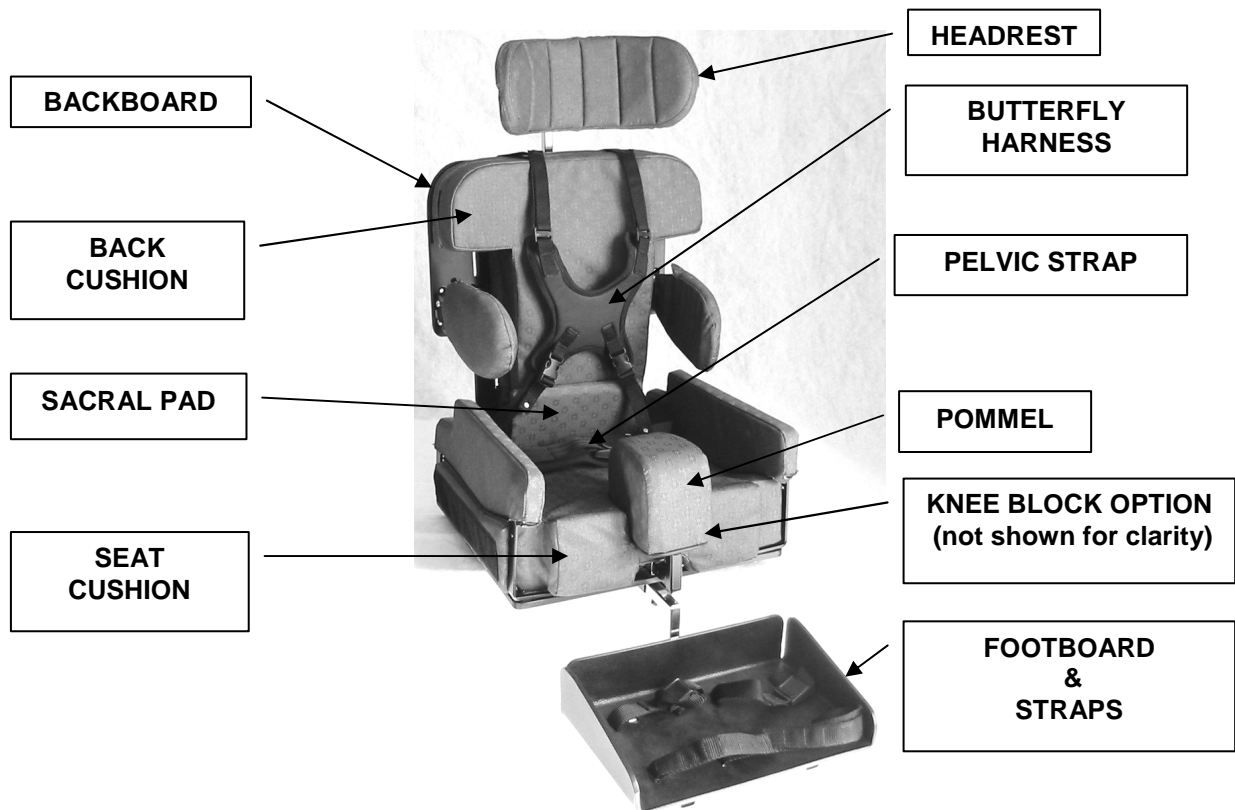
Modular Seating System

User's Operation

&

Maintenance Manual

Please read these instructions carefully
before using your
Modular Seating System



TENDERCARE LTD

MODULAR SEATING SYSTEM

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1. WHO TO CONTACT IN DIFFICULTY

Manufacturer: -

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If in any doubt, please contact Tendercare Ltd or your Wheelchair Service.

2. INTRODUCTION

This Manual is designed as a general guide to explain the use and functioning of the Tendercare Modular Seating System.

With care and regular maintenance your seating system will provide you with many years of good service. If, after you have used the seating system for a few weeks, you feel that it is not meeting your needs, you are advised to discuss the matter with your prescriber or supplier.

The Tendercare Ltd Modular Seating System is designed for a wide range of people who will benefit from a comfortable supportive seating system. The system is supplied in three standard sizes, 1, 2 & 3. There is also individual custom-made version that is intended only for use by the assessed client.

Because of the large range of options available the size and features of your seat may differ slightly from this manual. The sizes and weights given below are a guide only.

| ITEM | SIZE 1 | SIZE 2 | SIZE 3 |
|---------------------------------------|-----------|-----------|-----------|
| Overall Length | 295 | 360 | 465 |
| Overall width | 330 | 390 | 440 |
| Overall height (<i>ex headrest</i>) | 415 | 475 | 555 |
| Outside Thigh Length | 220 – 295 | 285 – 360 | 390 – 465 |
| Seat to top of shoulder | 350 - 400 | 410 - 460 | 490 - 540 |
| Hip Width | 190 - 330 | 230 - 390 | 280 – 440 |
| Trunk Width | 140 – 230 | 170 - 270 | 230 – 320 |

Total weight approximately 10kg (22lbs).

3. UNPACKING

Depending on the purchase arrangements the seating system may be supplied pre assembled on a wheelchair or supplied in a cardboard carton. The size and weight of the carton will depend upon the options ordered.

Warning: - The transit carton may be heavy so moving and unpacking must be done with care. Observe all lifting and handling regulations.

Stand the Carton upright making sure it is supported and cannot fall over. Open the carton and remove the contents.

Check that you have the following items: -

| Item | Component | Number | Yes | No |
|----------------------------|-----------------------------------|--------|-----|----|
| Standard Components | | | | |
| 1. | Back Board | 1 | | |
| 2. | Seat Board | 1 | | |
| 3. | Back Cushions | 2 | | |
| 4. | Sacral Pad | 1 | | |
| 5. | Seat Cushion | 1 | | |
| 6. | Thoracic Pads (<i>straight</i>) | 2 | | |
| 7. | Hip Pads | 2 | | |
| 8. | Headrest | 1 | | |
| 9. | Pelvic Strap | 1 | | |
| Options | | | | |
| 10. | Pommel | 1 | | |
| 11. | Knee Block Assembly | 1 | | |
| 12. | Footboard | 1 | | |
| 13. | Independent Footrest Set | 1 | | |
| 14. | Foot Straps | 4 | | |
| 15. | Swing-A-Way Thoracic Pads | 2 | | |
| 16. | Harness | 1 | | |

If any items are damaged or missing please contact your supplier or Tendercare Ltd.
Preferably by fax 01903 734083 within 24 hours of delivery.

After unpacking and checking you have all components and that they are in good condition, carefully dispose of the packaging at your local recycling centre.

4. SECURING THE MODULAR SEAT INTO THE HOST WHEELCHAIR

The modular seat is often supplied pre-fitted to a range of different bases. The following are details of some of the most common combinations:

4.1. Special Seat Frame and Buggy.

The modular seat is normally supplied pre-fitted to the Snug Seat Pushchair and is ready for use. If the seat is supplied unattached to the Snug Seat contact your supplier.

On seats fitted with a hinge between the backrest and seat boards it is possible to adjust the seat to backrest angle as follows. Using a 4mm Allen Key remove the four screws holding the front of the seat to the Frame. (See *picture opposite*) Move the seat to the desired position and refit the screws.



View Under Seat

NOTE: - Please refer to the Snug Seat manuals for the instructions on using the pushchair.

4.2. Wheelchairs with Flexible Seat & Back Upholstery i.e. 9L, 9LJ, 8LC, etc.



Fig 1

**Pull To
Tighten Strap**

Remove armrests from host wheelchair to improve access. (See Fig 1 opposite).

Place Modular Seat onto wheelchair upholstery. Make sure that the two locators, one each side of the modular seat backrest are located on the outside of the wheelchair push handles. (See Fig 2 below).



Fig 2

Ensure that the two black retaining straps are not tangled or obstructed. Pass the straps round the wheelchair backrest.

Push both ends of the two buckles together to lock the catch. Tighten the straps by pulling the free end after you have locked the buckle. (See Fig 1 above).

To loosen the straps press the red button to release the buckle. Holding the end with the tongue turn it at a right angle to the strap (see picture opposite). The strap will then slide through the buckle.



When the seat is secure refit the armrests.

To remove the seat from the wheelchair, release the black belts by pressing the red button on each catch, then lift the seat off the wheelchair.

IMPORTANT: - Make sure the black retaining straps when fastened together have no slack in them and that the buckles are properly locked. Check this every time the seat is used.

4.3 The Shadow Wheelbase

Attach the Modular Seat interface to the Radcliffe Shadow Wheelbase using nuts and bolts supplied. Please refer to the Radcliffe Shadow Handbook for instructions on how to do this.

Make sure that the two locators on the Modular seat backrest are located on the outside of the wheelbase push handles. (See Fig 2 above).

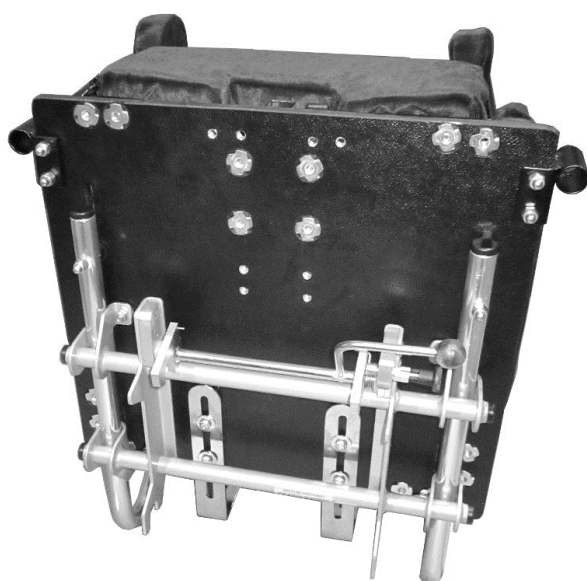
To adjust angle of backrest, fit spacers of the required length between the seat back and backrest location tube. (See picture opposite). The spacers are available from Tendercare Ltd and simply bolt between the backrest and cross bar.



Ensure that the black retaining strap is not tangled or obstructed. Pass the strap round the push-handles. Push both ends of the buckle together to secure.

Reverse the process for removal from the Shadow wheelbase.

4.4 The Snappi Wheelbase & Interface



The Snappi Interface is supplied pre-fitted to the underside of the modular as shown (left).

To fit to the pushchair, hook the rear of the interface into the locating points on the wheelbase and rotate forward until the front clips of the interface latch onto the locking points on the wheelbase.

Once locked set the safety catch.

For full details of working with the Snappi Wheelbase and Interface, please refer to the dedicated user manual (which will be included in the box with the wheelbase, and is also available to download from the Tendercare website).

5. POSTIONING THE CLIENT INTO THE MODULAR SEAT

Note: - The client must be positioned correctly into the modular Seat at all times for it to work properly.

The headrest must be adjusted into the correct position. See sections 6.3 and 6.4.

The Butterfly (*Chest*) harness must be kept low over the user's chest away from the neckline to avoid serious injury. To fit and adjust the harness, see section 6.5.1.

The pelvis must be positioned as far back as possible within the Seat. The pelvic strap should be positioned as low as possible over the hips and **not** over the stomach. See section 6.5.2

Position the feet correctly onto the footrest/support – fit the toe and ankle straps (if fitted). See Section 6.6.

Fit and adjust the Pommel or Knee Blocks depending upon which item is being used. See sections 6.7 Pommel & 6.8 Knee Blocks.

Adjust the Hip and Thoracic pads so that they maintain the desired posture of the user. See sections 6.9 Thoracic Pads & 6.10 Hip Pads.

Because of the nature of Modular Seating, the user should be given time to become accustomed to the new seat position, so short periods of seating should be introduced and built up over a period of time.

6. ADJUSTING THE SEAT

The seating system has a wide range of adjustment so that it will meet the needs of large number of people. This section describes how to make the adjustments.

The only tools required are a 4 mm “Allen Key” for the seat and a 5 mm “Allen Key” for the headrest. A flat blade screwdriver, 10 mm and 13 mm spanners are required for the knee block.

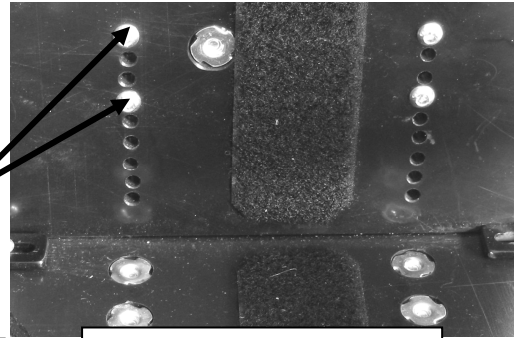
6.1.1 Seat Depth / Backrest Height (old style)



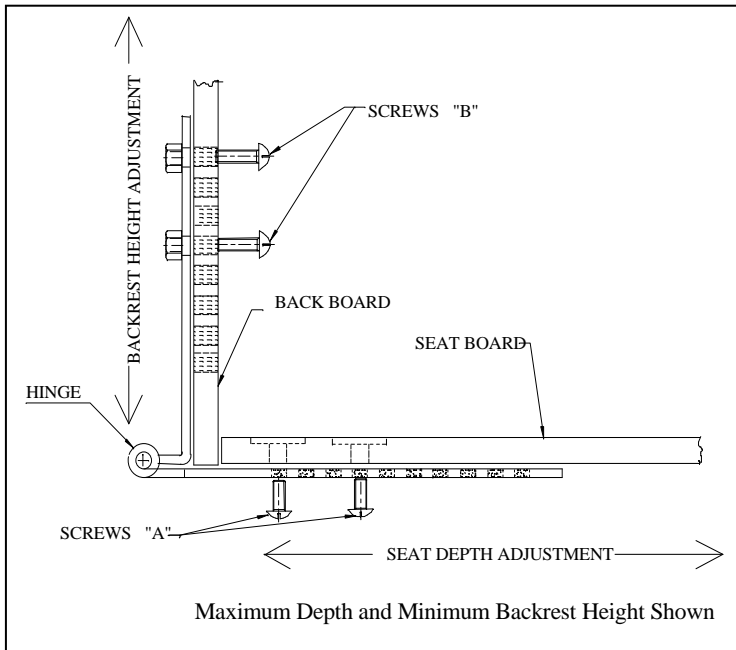
Screws Under The Seat

The seat depth can be adjusted in 10 mm steps. To adjust the seat depth (See pictures opposite and below). Remove the four screws "A" from both brackets / hinges. Move the brackets / hinges to the desired position and refit the screws.

The backrest height can be adjusted in 10 mm steps. To adjust the backrest height, (See pictures opposite and below) remove two screws "B" from each bracket / hinge. Move the backrest to the desired position and refit the screws.



Screws on Backrest



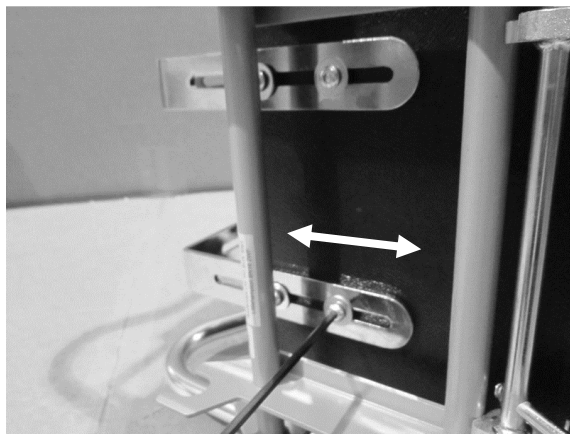
Important

Make sure that all screws are tight before using the seat.

6.1.2 Seat Depth / Backrest Height (new style)

The new style brackets have been specifically designed for easy adjustment.

To adjust the backrest height, loosen the 4 x M6 bolts using a 4mm hexagon key. Slide the backrest to the desired position, and then tighten the 4 x M6 bolts again to lock it in position.



To adjust the seat depth:

Place the modular on its side on a flat surface to provide access to the underside of the seat.

Loosen the 4 x M6 bolts using a 4mm hexagon key. Slide the seat base to the desired position, and then tighten the 4 x M6 bolts to lock it in position.

6.2 Cushions

The seat is supplied with two back cushions one sacral support and one seat cushion. To fix in position, simply press the cushions onto their Velcro Mountings.

NOTE: - *There are two styles of seat cushion, one has a cut out at the front to accept the pommel the other has a plain front for use with knee blocks.*

6.3 Headrest (standard)

The headrest can be adjusted laterally (*side to side*), horizontally (*forward & back*) and vertically (*up & down*).



To adjust the headrest side to side, pull the Velcro seal on the cover apart and loosen the two screws using a 5 mm “Allen Key” by turning the screws anti-clockwise. (See *picture opposite*). Move the headrest to the desired position and tighten the screws by turning them clockwise. Refit the cover by pressing the Velcro strips together.

To move the headrest forward and back, turn the thumb wheel anticlockwise (See *picture opposite*). Move the headrest to the desired position and tighten thumb wheel by turning it clockwise.

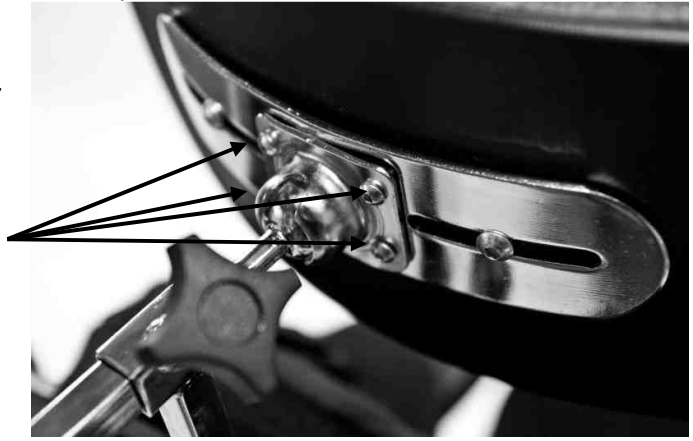
To adjust the height of the headrest, turn the thumb wheel (See *picture opposite*) anticlockwise. Move the headrest to the desired height and tighten the thumb wheel by turning it clockwise.

IMPORTANT: - The headrest should remain in position whilst the user is being transported in a vehicle.

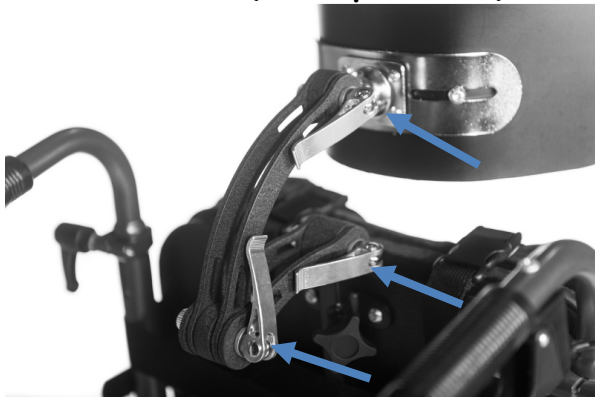
6.4.1 Headrest (multi-positional) - Old style

The multi-positional headrest has all the adjustments offered by the standard headrest, and also allows for angle adjustment thanks to the ball joint mounting (see right).

To adjust the angle of the multi-positional headrest, loosen (do not remove) the 4 clamp screws on the ball joint bracket, rotate the headrest as necessary and then lock by tightening the 4 screws.



6.4.2 Headrest (multi-positional) - New style



The new style multi-positional headrest has the same ball joint as the original (for details on how to adjust the ball joint please refer to section 6.4.1, above). This is coupled with a versatile articulated arm that provides a wider range of adjustment for the position of the pad

To adjust the position of the articulated arm, pull back the quick lock lever so that the joints are loose. Move the arm into the desired position, and then lock in place by pushing the quick lock levers back against the arm.

6.5 Harness

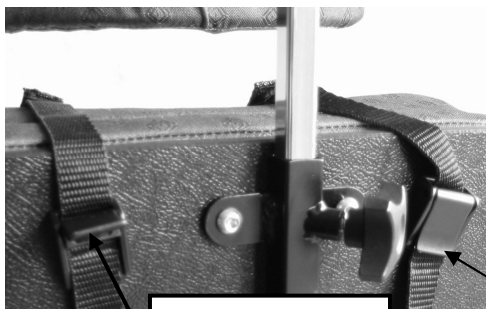
The harness system comprises a padded butterfly harness that fits over the neck and a padded lap strap. The harness is designed to provide comfortable support for the user.

6.5.1 Butterfly (Chest) harness

The harness comprises a padded section that sits against the user's chest, two shoulder and two bottom straps. The shoulder straps are locked in a position to suit the user and final adjustment is made on the bottom straps. (See picture opposite).



IMPORTANT: - In order to ensure that the Butterfly (Chest) harness can not rise up and cause harm to the user, every time the harness is in use, you must ensure that all cam buckles/fixings are properly closed and that the harness is correctly positioned a minimum of 75mm below the user's neckline. Failure to comply with this could result in serious injury.



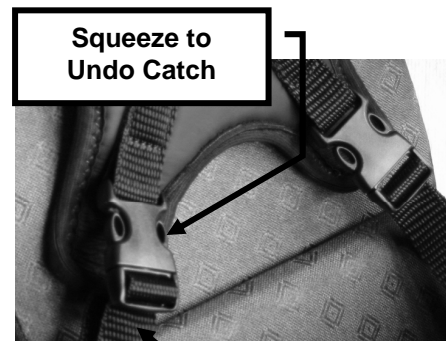
To adjust the shoulder straps. Pass the straps over the user's shoulder. Lift up the harness lock release levers and pull the straps to the desired tension. Lock in place by pressing down the release lever. (see picture opposite).

Lift to Unlock Press Down to Lock

To lock the bottom two catches simply push the two halves together until they click.

To tighten the strap, pull on the loose end. To loosen the strap, twist the catch so that it is at right angles to the strap and pull.

To undo the catch, press on each side of the buckle and pull the two halves apart.



Pull Strap to Tighten

6.5.2 Pelvic (Lap) Strap

The pelvic strap comprises a padded section that sits on the user's lap and an adjustable strap that is anchored either side of the seat.



To fasten the lap strap, clip the 2 halves of the buckle together until the click, then tightens by pulling on the 'D' ring pull (See photograph opposite).

To release, press on each side of the buckle and pull the two halves apart.

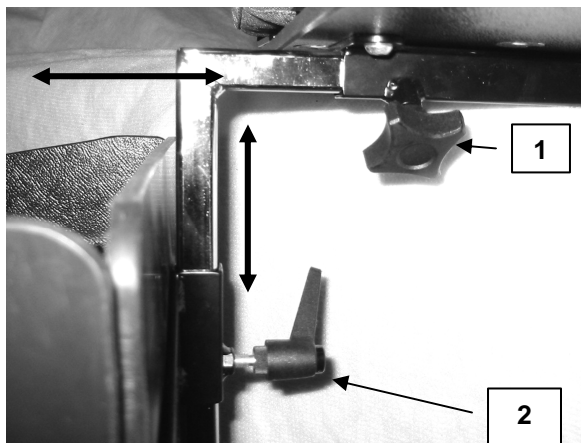
IMPORTANT: - The lap strap must be located as low down over the hips as possible. It must not cross the stomach of the passenger.

IMPORTANT: - The harnesses supplied with the seat are NOT designed for use as a vehicle harness. See transport section 10 below, for advice on travelling in a vehicle.

Notes:-

1. Check that straps are not twisted.
2. Check that the buckles are properly locked and that there is no slack in the strap.
3. Regularly check that the harness is securely attached to the seating system.

6.6.1 Footrest Old Style



To fit the footrest, turn hand-wheel “1” anticlockwise (*see picture opposite*) and insert the footrest vertical tube into the mounting tube. Tighten the hand-wheel by turning it clockwise until the support bar is locked in place.

Adjust the footrest height by turning hand wheel “2” at the back of the footrest anticlockwise. (*See picture opposite*). Move the footrest to the desired height and retighten the hand wheel by turning it clockwise.

If toe and ankle straps are fitted, simply place them around each foot and fasten using the Velcro fastening or plastic “CAM” buckles depending upon which type is fitted.

Cam Buckle

Velcro



6.6.2 Footrest New Style



The new style footrest is available on Size 1 and 2 modular systems and provides a more attractive foot tray.

The adjustments function the same as the old style footrest (please see section 6.6.1 above).

The only difference is the ankle straps are fitted to the back of the foot tray rather than the base (see arrow in photo, left).

6.7 Abduction Pad (Pommel)

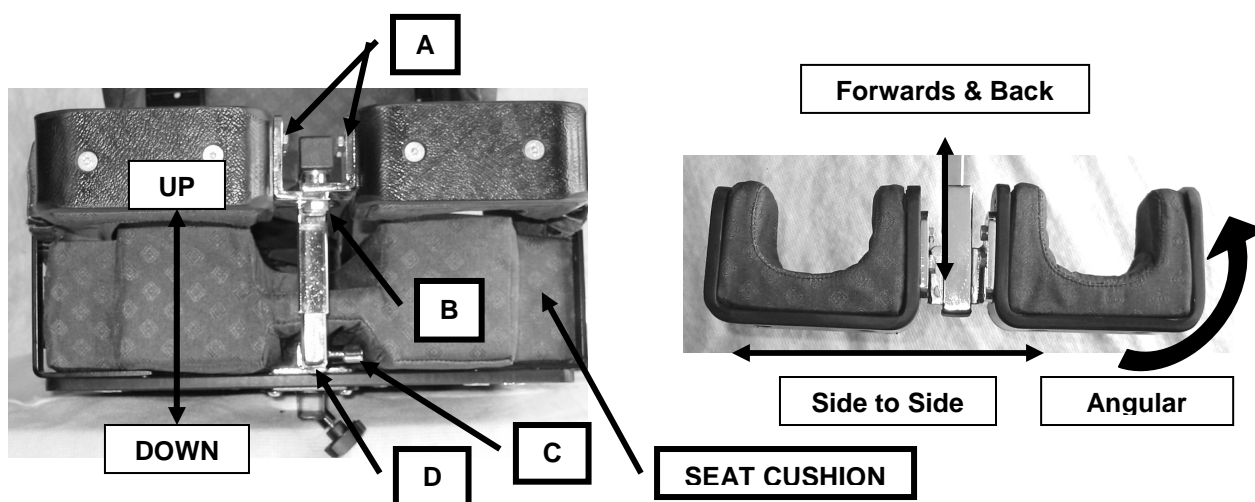


To fit the pommel, lift the front of the seat cushion then lift spring loaded release catch a quarter turn and insert the pommel support into the pommel mounting tube. Turn the spring release until the support bar is locked in place. (See picture opposite).

The distance between the backrest and Abduction Pad (Pommel) can be adjusted in 10 mm steps. To adjust move the release catch a quarter turn then slide the pommel to the desired position. Make sure that the release catch locks the pommel support.

To remove the pommel move the release catch a quarter turn then pull the pommel from the seat.

6.8 Knee Blocks



The knee block assembly has a wide range of adjustment, vertically and horizontally (*forward and back*). Also each knee block can be moved independently, side-to-side and angled to suit the user's posture.

To fit the knee block assembly, lift the spring-loaded release catch "C" (see above picture) a quarter turn and insert the knee block support into the mounting tube. Turn the spring release until the support bar is locked in place.

The distance between the backrest and knee block can be adjusted in 20 mm steps. To adjust, move the release catch a quarter turn then slide the knee block to the desired position. Make sure that the release catch locks the knee block.

To remove the knee block move the release catch a quarter turn then pull the assembly from the seat.

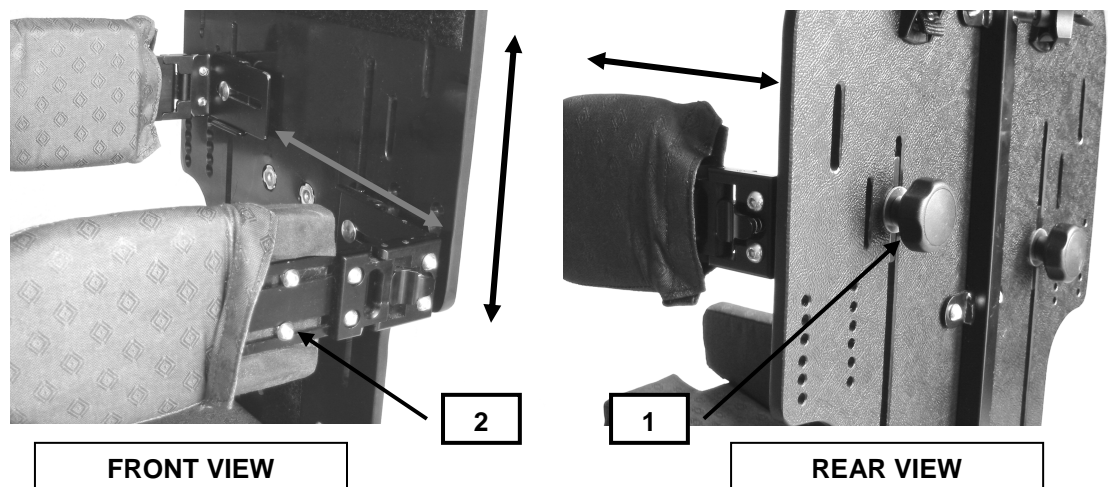
To adjust the height, loosen screw “D” using a Flat Blade screwdriver. (See *picture above*). Move the knee block to the desired height and tighten the screw.

To adjust the angle and width of the knee block loosen two screws “B” using a 13 mm spanner. (See *picture above*). Move the knee block to the desired position and retighten the screws.

To adjust the forward / back movement of each knee block loosen screw “A” using a 10mm spanner (See *picture above*). Move the knee blocks to the desired position and retighten the screws.

6.9 Thoracic Pads

The thoracic pads can be adjusted independently in three directions, vertically, laterally and horizontally.



To move the pads vertically and side to side turn knob “1” (in the *picture above*) anticlockwise then move the pad to the desired position. Lock the pad in place by turning knob “1” clockwise until it is tight.

To move the pad forward and backwards, slide the cover forwards and loosen the two screws on the side of the pad “2” (in the *picture above*) using a 4 mm Allen Key. Move the pad to the desired position. Retighten the screws to lock the pad in place. Slide the cover back and press Velcro seal together.

NOTE – Swing-A-Way thoracic pads are available as an optional extra to provide easy access to the seat. If these are fitted simply press the catch on the hinge to swing them aside. (*See the picture below*).



6.9.1 New Lateral Swing Away Brackets:

Spare Parts and Repair Instructions

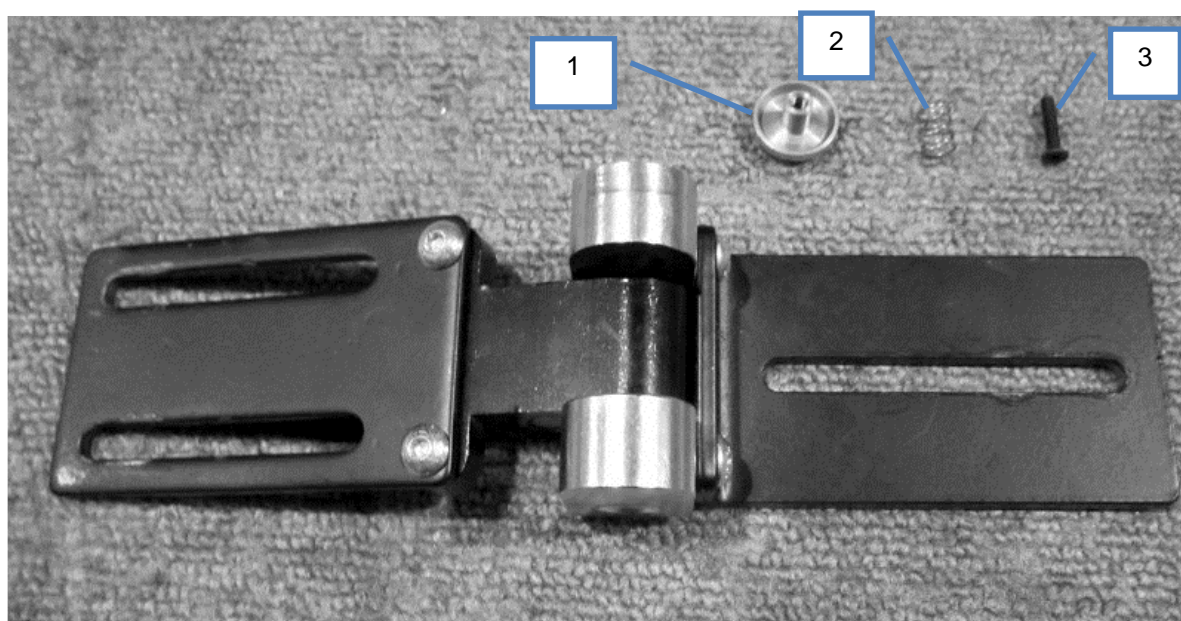


Fig 6.9.1.1

Complete Lateral Swing Away Brackets (please ensure to state which hand is required at time of order, and include both part codes and description as detailed below):

- TSS9231 + TSS9627 Left Handed: Swing away complete with small bracket set suitable for Size 1 and Size 2 laterals left handed.
- TSS9231 + TSS9627 Right Handed: Swing away complete with small bracket set suitable for Size 1 and Size 2 laterals right handed.
- TSS9231 + TSS9625 Left Handed: Swing away complete with large bracket set suitable for Size 3 and Size 4 laterals left handed.
- TSS9231 + TSS9625 right Handed: Swing away complete with large bracket set suitable for Size 3 and Size 4 laterals right handed.

Please note the laterals are only sold as a complete item, with the exception of the release button, spring and screw which can be ordered as spare parts:

1. 013rkf200.7: Release Button
2. 013rkf200.11: Top Spring
3. SKMCK030X15: M3 x 15 mm countersunk socket cap screw

To fit a new release button to a current lateral swing away:

If the button has been lost and the swing away is locked, use the end of a hexagon key or screwdriver to push down the release catch and open the swing away.

Place the bracket with the hole for the release button facing down, and position the M3 x 15 countersunk screw into the hole in the release catch as shown (see Fig 2, right).



Fig 6.9.1.2



Fig 6.9.1.3

Position a hexagon key into the head of the M3 screw as shown (see Fig 3, left).

Take the new release button, and place the top spring over the button as shown (see Fig 4, right).



Fig 6.9.1.4



Fig 6.9.1.5

Push the release catch and M3 x 15 mm screw through the hole in the swing away bracket, and apply locktite thread locking compound to the end of the screw as shown (see Fig 5, left).

Finally, whilst holding the screw in place using the hexagon key, screw the release button on by hand until tight as shown (see Fig 6, right).

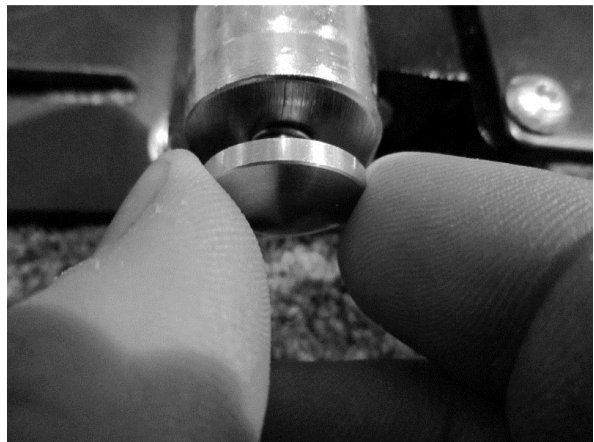


Fig 6.9.1.6

6.10 Hip Pads

The seat is provided with two independently adjustable padded hip pads. To adjust them, follow the instructions below.



Seat Cushion Removed for Clarity

To adjust the distance between the pads, lift up the corner of the seat cushion. Then loosen the screws holding the front and rear brackets to the seat base using a 4 mm Allen Key. (See *picture opposite*). Slide the pad to the desired position and retighten the screws

Note: - If the user becomes unsupported by the hip pads, even after adjustment, this must be reported to the clinical staff that supplied the seat.

7. Accessories: Playtray (on Snappi)

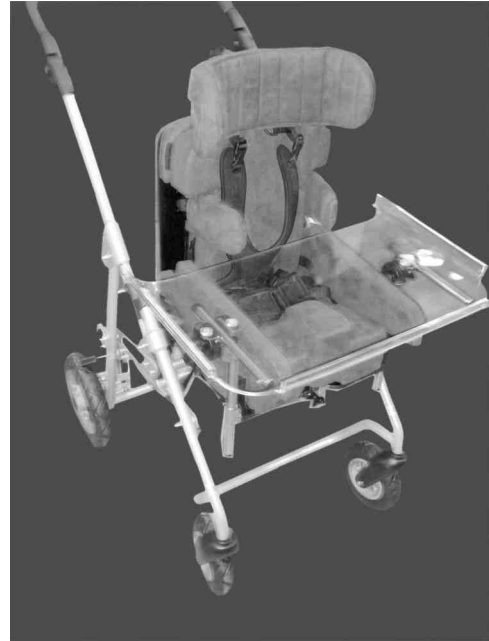
A playtray is available for use with the modular on the Snappi wheelbase.

The playtray offers height, depth and angle adjustment. There are several versions of tray available (e.g. black, grey or transparent), the transparent tray has been used for illustration purposes.

The playtray comes supplied with the following:

- 2 angle adjustable vertical stems (fitted to the tray).
- 2 depth adjustment brackets and thumbscrews (fitted to the tray).
- 2 additional thumbscrews for the seat receiver brackets.

For more information on the Snappi wheelbase, please refer to the Snappi Wheelbase and Interface user manual.



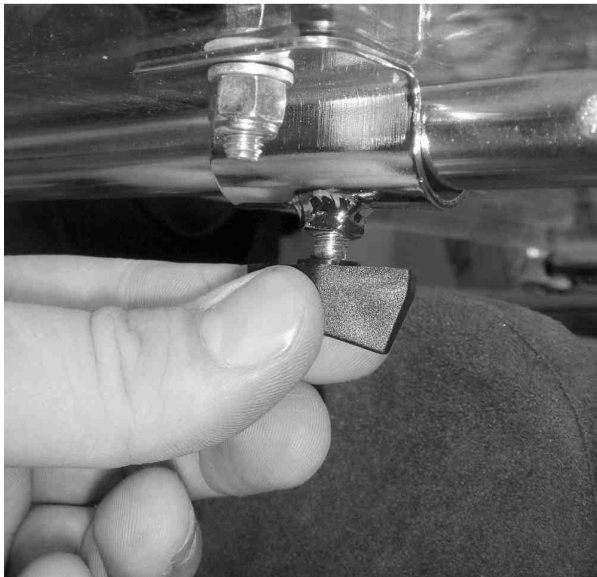
To fit the play tray to the seat, locate the 2 vertical stems on the bottom of the tray into the 2 receivers on the seat unit.

Screw the 2 thumbscrews supplied with the tray into the welded nut on the receivers as shown (see left). Position the tray to the required height, and then secure it in place by tightening the thumbscrews.

To adjust the angle of the play tray, loosen the 2 angle adjustors as shown.

Once loosened, adjust the angle as required and retighten.

N.B. the angle adjustors are toothed, and may require some force to move. The angle adjustors move in 5-degree increments.



To adjust the depth of the play tray, loosen the 2 thumbscrews under the base of the tray as shown (left).

Slide the tray in or out to the required depth, and then retighten the screws.

Notes:

- We recommend that the playtray is removed before making any adjustments to the seat or seat tilt, and is then refitted and adjusted accordingly once the seat is in the desired position. When adjusting the Tilt In Space facility, the angle of the playtray must be adjusted to the new horizontal position (see above instructions for how to adjust the angle of the tray).
- All items must be removed from the playtray before making any adjustment to the tray or seat to avoid the risk of causing accidental harm to the occupant.
- The playtray must be removed when transporting the chair in specially adapted vehicles.
- The playtray cannot be used at the same time as the rain cover.
- Never leave you child unattended with the play tray fitted, especially when items are positioned on the tray.
- Extra care must be taken when using the play tray for feeding purposes
- Maximum carrying capacity of the play tray is 5kg

8. MAINTENANCE

This section tells you how to look after your seat to get the best service from it.

8.1 Tools and Torque Settings

The following tools are required to dismantle and reassemble the seating system.

Spanners: - 10 mm & 13 mm.
Hexagon Keys: - 4 mm & 5 mm.
Torque Wrench: - range 0 to 20 Nm.
Flat Blade Screwdriver.

| Torque Settings | |
|-----------------|-----------|
| Spanner Size mm | Torque Nm |
| 10 mm | 15 |
| 13 mm | 20 |

8.2 Regular Inspections

Should a problem be found when carrying out the regular checks, it should be immediately reported to the issuing authority or Tendercare Ltd.

8.3 Routine maintenance

The user's family can easily carry out the following tasks.

1. Always wipe the seat dry, never put away damp.
2. Check that the thumbscrews for the footrest, pommel, lateral supports and headrest (if fitted) are in place and are tight (daily)
3. Check that the securing straps / mountings to the host wheelchair are in place and are tight (daily)
4. Check the condition of harnessing and stitching (weekly).
5. Clean the seat as necessary (we suggest at least one a week, for more details on cleaning your system please refer to section 8.3 below).
6. Check that the seat is properly adjusted for the occupant, and adjust if required (please refer to section 6 of this manual for how to make the adjustments).

8.4 Six - monthly maintenance

Only someone who is a competent tradesman or repairer should carry out this work. If a major fault is found stop using the seat unit until it has been corrected.

1. Check the operation of the footrest, pommel, lateral and headrest adjustments. All items should be free to move when released, and lock securely in place when tightened.
2. Check the operation of the swing away laterals- it should not be possible to open the laterals in the locked position, and they should swing away freely when the release catch is pressed in.
3. Examine nuts, bolts, pivots and frame plugs for tightness and general condition
4. Examine the main seat boards and mounting brackets for wear, damage and general condition
5. Examine upholstery and harnessing for wear and arrange for replacements if necessary
6. Examine the condition of the cushions for wear and tear, and compression. Arrange for replacements if necessary.

8.5 Cleaning

Seat and Back Boards.

- 1) To clean the seat and backboard, wipe with a damp cloth and dry thoroughly.
- 2) For more stubborn stains wipe with a damp cloth and warm water in which a little mild soap has been dissolved. Dry thoroughly.
- 3) Never use furniture polish or any spirit to clean the support boards.

Harness

- 1) Remove harness from the seat.
- 2) Wipe with a damp cloth and dry very thoroughly. **Do not tumble dry.**
- 3) **Do Not immerse in water or wash in a machine.**

Removable Covers.

The modular seating system is available with a range of different covers. The appropriate cleaning method must be followed depending on the particular fabric on your seat.

Astrakhan Cover:

Machine washing;

1. Remove the covers and wash on a 40° synthetic wash cycle
2. Dry the cover thoroughly before re-assembly. **Do not tumble dry or dry clean**

Manual washing;

1. Stains from food and drink can easily be removed with a mild solution of soap and water, for grease / oils use a mixture of 10% spirit and 90% water.
2. Rub the stained area lightly, using a circular movement, until the stain disappears.

3. Pat dry with a cloth, and then brush lightly in the direction of the pile. **Do not use chemical solvents, bleaches, abrasives, synthetic detergents, wax polishes or aerosol sprays.**

Vinyl Cover:

This material cannot be machine washed, dry-cleaned or tumble dried.

1. Rub stained areas with a damp soapy cloth until clean, then rinse thoroughly.
2. For more stubborn stains a soft brush may be used
3. Once cleaned, dry the cover thoroughly using a clean dry cloth. **DO not use chemical solvents, bleaches, abrasives, synthetic detergents, wax polishes or aerosol sprays.**

Gatsby (suede effect) Cover:

Gatsby is treated with a stain resistant finish, and professional cleaning is recommended using the water extraction method.

Machine washing is not recommended as it will affect the crib 5 properties of the fabric, which is the white back coating of the material. If machine washing is absolutely necessary, then:

1. Remove the covers and wash on a cold (less than 30°) synthetic wash
2. Dry the cover thoroughly before re-assembly. **Do not tumble dry or dry clean.**

Agua Stirata Cover:

This material cannot be machine washed, dry-cleaned or tumble dried.

1. Rub stained areas with a damp soapy cloth until clean, then rinse thoroughly.
2. For more stubborn stains a soft brush may be used
3. Once cleaned, dry the cover thoroughly using a clean dry cloth. **Do not use chemical solvents, bleaches, abrasives, synthetic detergents, wax polishes or aerosol sprays.**

Note: If, while cleaning, you find damage to any item which affects the functioning of the Modular Seat, contact your Wheelchair Service or Tendercare Ltd.

9. STABILITY

On delivery of the modular seat a stability test will have been carried out by the wheelchair service whilst the client is sat in the seat. The seating / wheelchair system must pass this test and a certificate handed to you before you take delivery of the modular seat.

CARE must be taken at all times when the system is used on slopes, as this may cause it to become unstable and may tip over.

10. TRANSPORT

The modular seating system can either be transported in the luggage area of a vehicle, or used as a vehicle seat in accordance with the following:

The Modular seating system has been successfully impact tested against International Standard ISO7176-19 when mounted on the Tendercare Ltd Special Seating Seat Frame & Buggy, the Mini Tilt wheelbase, the Snappi wheelbase and Tilt & Fold wheelchair. It may be used as a vehicle seat when mounted on these products.

However, Tendercare Ltd highly recommends that the transport of children with a body mass of less than 22kg transfer to a Child Restraint System (sometimes referred to as an **infant safety seat**, a **child restraint system**, a **restraint car seat**, or ambiguously as **car seats**) in compliance with UNECE Regulation 44.04; In order to provide the best possible protection for the child.

If transfer to a Child Restraint System is not possible, due to the needs of the occupant e.g. a need for continual postural support, occupant discomfort, anxiety or a dependency on the medical device, then the decision to carry the occupant in their wheelchair or buggy should involve an individual risk assessment process. This risk assessment process should involve a therapist who would be able to support reasons not to transfer the occupant to a Child Restraint System.

The modular seat may also be used as a vehicle seat when mounted on other wheelchairs and pushchairs if the host wheel / pushchair and seat combination has been successfully impact tested.

Notes: -

- 1) Always refer to the wheel / pushchairs manufacturers guidelines when transporting wheelchairs and follow them.
- 2) Follow the advice given in MEDICAL DEVICES AGENCY REPORT MDD/92/07 Guidelines for Transporting Children in Special Seating. ISBN 85197 7082. This is available from the Medical Devices Agency, Hannibal House, Elephant and Castle, London SE1 6TQ

When used as a vehicle seat the following instructions must be followed:-

10.1 Preparing Modular Seating System for Transport

To secure the modular seat into the host wheelchair / pushchair follow the instructions in Section 4 page 4 above.

Check that the child is correctly positioned in the modular seating system by following section 5 page 6 above.

Remove the Pommel or Knee Block if fitted

Undo ankle and toe straps (if fitted)

Always make sure the seat is in the most upright position (*not reclined*).

10.2 Attaching to a Vehicle

Position the wheelchair / pushchair correctly in the vehicle over the floor track with the front of the wheelchair / pushchair facing towards the front of the vehicle. **(In the direction of travel). Put The Brakes On.**

The wheelchair must be attached to the vehicle by carefully following the manufacturer's instructions.

Important: - A trained person should only attach the restraints.

10.3 Fitting Passenger Belts

The passenger **MUST** be restrained using an approved vehicle safety belt. Tendercare Ltd recommends the use of a 3-point double inertia reel seat belt for the Tilt & Fold wheelchair and a 3-point split reel double inertia reel seat belt for the strengthened Snug Seat Chassis. (*Such restraints are manufactured by Unwin Safety Systems*).

Important: - A trained person should only attach the restraints.

Attach the passenger restraint strictly in accordance with the restraint manufacturers instructions.

Important Points

1. The lap strap must be located as low down over the hips as possible. It must not cross the stomach of the passenger.
2. Adjust the shoulder strap/s so that it/they do not press against the passenger's neck but passes over middle of the shoulder.

10.4 Notes

In an emergency press the quick release buckles

Inspect the wheelchair / pushchair and passenger restraints daily for wear, damage and correct operation. **If there is any doubt about their condition DO NOT use them.**

Any item involved in an accident no matter how minor **MUST BE WITHDRAWN FROM SERVICE IMMEDIATELY AND REPLACED.**

11. IMPORTANT INFORMATION

Should the client become uncomfortable, suffer marking of the skin or there is an apparent change in weight or shape, contact the Wheelchair Service so a review can be arranged.

The Modular Seat has been designed to fit a particular host wheelchair / chassis. The carer must not attempt to fit the seat into any other wheelchair or chassis. If in doubt contact your Wheelchair Service or Tendercare Ltd

Only your Wheelchair Service or Tendercare Ltd approved agents should carry out maintenance or adjustment of the Modular Seat other than the items listed in this manual.

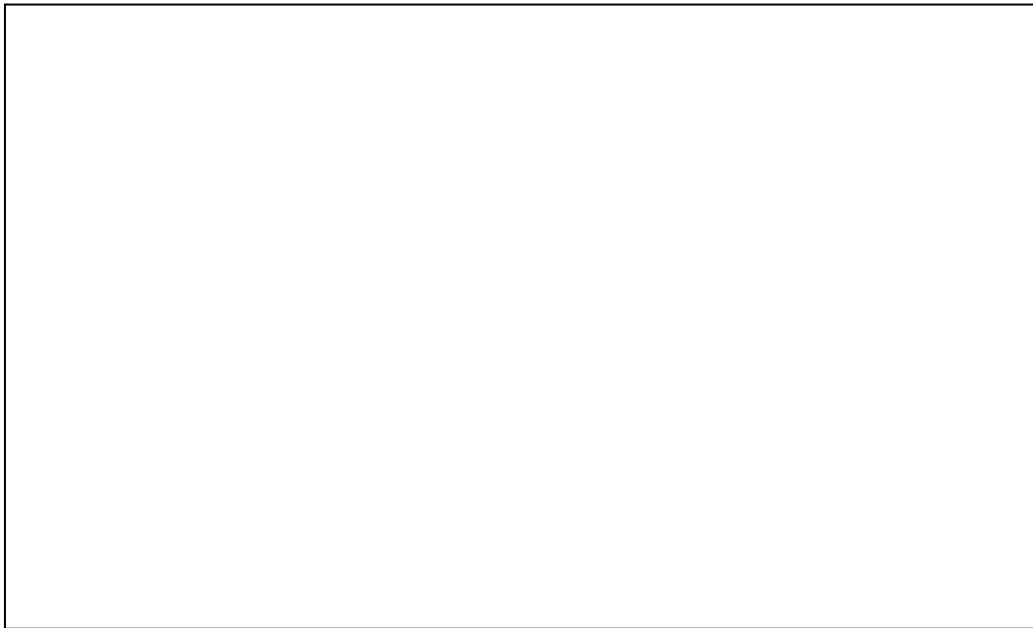
12. WARRANTY

Tendercare undertakes to repair or replace free of charge, any parts or part found to be defective due to manufacturer within a period of 12 months from the date of delivery.

Tendercare Limited will not repair or replace free of charge any part or parts found to be defective due to abuse, misuse or lack of correct maintenance.

Equipment for warranty claims should be returned in a strong carton. There may be a charge for collection. Contact Tendercare Customer Service Department on 01903 726161.

Wheelchair Service Address



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